ADMINISTRATIVE COMMITTEE GREATER LAFAYETTE AREA TRANSPORTATION & DEVELOPMENT STUDY

Minutes December 12, 2006

MEMBERS PRESENT

Tony Roswarski Mayor of the City of Lafayette

Gary Schroeder President of the Area Plan Commission
Ann Hunt President of West Lafayette City Council

Alan Plunkett Representative of IN. Dept. of Transportation (INDOT)

Joel Wright Chairman of the GLPTC
Jan Mills Mayor, City of West Lafayette
Cindy Murray President, Lafayette Board of Works

John Knochel President of the County Board of Commissioners

Absent Voting Members

Perry Brown President of the Lafayette City Council David Byers President of the County Council

Non-Voting Members

Opal Kuhl Executive Director, Tippecanoe County Highway Dept.
Sallie Fahey Executive Director of the Area Plan Commission
Dana Smith Pres.- Lafayette-W. Lafayette Chamber of Commerce

Dave Buck West Lafayette City Engineer Jennifer Bonner City Engineer of Lafayette

Absent Non-Voting Members

Dennis Carson Director of Lafayette Redevelopment Committee
Jon Fricker Technical Transportation Committee Chairman
Dave Franklin Rep. of US Dept. of Transportation, FHWA

Also Present

Doug Poad APC Staff
John Thomas APC Staff
Melissa Baldwin APC Staff

Tom VanHorn Community Development/Redevelopment Dept.

Chair Mayor Roswarski called the meeting to order at 2:30pm.

A. MINUTES

Cindy Murray noted that Joel Wright moved to approve **FY 2007 TIP AMENDMENT #2** and he also seconded, which is incorrect.

Tony Roswarski suggested that the hand notes be checked, the error corrected and it be treated as a scrivener's error.

John Knochel moved to approve the minutes, with scrivener error corrected, from the October 3, 2006 meeting. Joel Wright seconded and the motion carried by unanimous voice vote.

B. TIPPECANOE COUNTY REGIONAL INTELLIGENT TRANSPORTATION SYSTEMS (ITS):

For recommendation to the Area Plan Commission

The document can be found at

http://www.tippecanoe.in.gov/egov/apps/document/center.exe?path=browse&id=17

Melissa Baldwin stated that the document is an inventory of all the existing and planned Intelligent Transportation System (ITS) equipment and projects within Tippecanoe County. The report documents systems that enhance traffic and transit management, coordinate and improve incident management and enhance traveler safety and information. She went on to say that examples of existing local ITS systems include:

- 1. Speed displays on Brady Lane,
- 2. Optical traffic detectors on Brady Lane and SR 26,
- 3. Portable DMS signs owned by Lafayette, TEMA and INDOT,
- 4. New signal interconnect between INDOT and West Lafayette for Salisbury Street,
- 5. Our E-911 answering and dispatch system and
- 6. Transit vehicle tracking and real-time arrival displays.

She added that future ITS projects utilizing federal funds, either stand-alone or incorporated into a larger transportation improvement, must be included in this Architecture. She further stated that this applies to all projects receiving any funding from the Highway Trust Fund, including the Mass Transit Account. She went on to say that the ITS systems outlined in the report are surveillance cameras and speed detection devices installed on I65 and further integration of Emergency Management vehicles and department within the county-wide E-911 system.

Upon adoption by the Area Plan Commission, the plan will be submitted to the Federal Highway Administration and INDOT for incorporation into the statewide ITS architecture. As needed, the MPO will be responsible for any amendments to this document. At minimum, the document will be revisited every 5 years during the transportation plan update.

She concluded by stating that the document has been changed in the last few months to include the clarification of transit maintenance requirements, and the planned project for the Salisbury signal interconnect has been moved from planned to existing, since the equipment has already been installed. She requested a positive recommendation to the Area Plan Commission.

Jan Mills stated that the document was very difficult to understand.

John Thomas noted that the document will be up for review by the APC Technical Committee on December 20, 2006.

Melissa Baldwin stated that it has been up for a stakeholder's review for the past several weeks. PDF files can be reviewed by searching by organization.

Jan Mills noted that a lot of work went into the document and she commended Melissa Baldwin for her efforts.

Sallie Fahey added that, unlike many of the other plans, this has less to do with policy-making and more involves the creation of technical linkages.

John Knochel moved to recommend approval of the **TIPPECANOE COUNTY REGIONAL INTELLIGENT TRANSPORTATION SYSTEMS (ITS)** to the Area Plan Commission. Jan Mills seconded and the motion carried by unanimous voice vote.

C. SAFETEA-LU:

Gap Analysis

John Thomas stated that SAFETEA-LU was passed by Congress in 2005. It requires some of the transportation planning processes to be modified. Staff met with the FHWA representatives and the gap analysis is the result of that meeting. The gap analysis shows what the law requires, what changes have been made in the law and what may need to be done locally to close those gaps. The status of the current planning process and scope of the tasks that need to be completed in order to become compliant are included in the report. The deadline to become SAFETEA-LU compliant is July 1, 2007. Staff will be working with the city and county engineers, specifically to obtain new information about operations and maintenance, to complete these tasks.

Sallie Fahey added that this represents a huge amount of work in addition to doing the normal transportation planning. It had been made a little more difficult because the Federal Department of Transportation has not yet published directives and guidance. Everyone in the US is still "stabbing in the dark". The next major step, beyond giving it to the APC will be to get a current update from the FHWA. She hopes that what we are passing will satisfy them.

D. COMMUNITY LETTER REGARDING NEW US 52 BRIDGE OVER RAIL YARD TRACKS:

Sallie Fahey distributed copies of the draft letter supporting advancement of the project.

John Thomas stated that there were several concerns expressed at the INDOT district meetings, the main one being the disappearance of some of the bridge monies. A particular concern was regarding the bridge over the NorfolkSouthern railroad tracks. It was decided that the project needs to be advanced rather than delayed. INDOT suggested that a community letter be written, expressing that sentiment. It was emailed to the signatories for consideration and at this time, he is requesting that the letter be signed.

Tony Roswarski stated that the signatories are in agreement and that something needs to be done to the bridge. The project is very important to the community. It no longer is just a road project and now it is an economic development issue.

Alan Plunkett suggested that the letter be signed at the meeting because he is meeting with the new Highway Commissioner at 2:00pm on December 13, 2006.

The letter was signed and hand delivered to Alan Plunkett, the INDOT representative on the Committee.

E. OTHER BUSINESS

1. ADMINISTRATIVE AMENDMENTS

Sallie Fahey stated that the Administrative Amendment Policy information was mailed to the Committee. The Executive Committee of the Area Plan Commission requested that bullets 1 & 2 are "or" and bullet 3 is an "and". The last request of the Executive Committee was to make it clear in the policy that all the committees, Technical, Administrative and the APC would be informed of any administrative amendments.

She went on to say that last week there was a request from INDOT regarding the 3rd light on SR 38 at the SIA plant. The project needed to be administratively amended to begin the letting process. To comply with the Executive Committee request, she informed the Committee that the project was administratively amended with the approval of Mayor Roswarski.

2. SELF-CERTIFICATION

John Thomas stated that annually staff performs a self-certification to swear and attest that the MPO is meeting current Federal requirements for conducting all the transportation planning that is required. The document has been prepared and will be presented to the Area Plan Commission for approval on December 20th.

F. ADJOURNMENT

Gary Schroeder stated that, after being President of the Area Plan Commission for the past 2 years, his term expires and this will be his last meeting. He stated that it was a pleasure to be a member of this committee.

Joel Wright stated that this will be his last meeting also and that there will be another representative from the Board of CityBus.

The Committee wished them well and stated that they would be missed.

John Knochel moved to adjourn with Cindy Murray seconding.

The meeting adjourned at 2:55pm.

Respectfully Submitted,

Sallie Dell Fahey

Secretary

SDF/Imu

Lafayette, Indiana MPO SAFETEA-LU "Gap Analysis" - DRAFT

SAFETEA-LU Transportation Planning and Programming Requirements (as amended by SAFETEA-LU Sections 3005, 3006, and 6001)

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
UPDATE CYCLES ■ Long-range statewide transportation plans [23 U.S.C. 135/49 U.S.C.	Long-range statewide transportation plan No key change in update cycle (as needed or appropriate).	State DOT should review and/or establish a regular update cycle.	NA	
5304(f)(1)] • Metropolitan transportation plans [23 U.S.C. 134/49 U.S.C. 5303(i)(1)] • TIPs and STIPs [23 U.S.C. 134/49 U.S.C. 5303(j)(1)(D) and 23 U.S.C. 135/49	Metropolitan transportation plans in air quality nonattainment and maintenance areas ◆ To be updated every four years (as opposed to the former requirement of every three years).	• This SAFETEA- LU provision took effect on August 10, 2005. MPOs in nonattainment and maintenance areas should be reviewing and revising the update cycles for the metropolitan transportation plans.	NA	
U.S.C. 5304(g)(1)]	Metropolitan transportation plans in air quality attainment areas ◆ No key change (to be updated every five years).	No additional steps for update cycles are likely necessary for MPOs in attainment areas.	 MET The community is an Attainment area An Updated Transportation Plan was adopted 5/17/06 The Transportation Plan will be updated w/i 5 years 	

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
	Transportation Improvement Program (TIP) ◆ To be updated every four years (as opposed to the former requirement of every two years). ◆ Span of TIP increased from 3 to 4 years	Develop an approvable TIP with projects/project phases covering four years.	 MET (in part) The TIP will continue its 5 year program of local projects All adopting/amending resolutions will declare the TIP SAFETEA-LU compliant. Additional Compliance Actions: The MPO will continue to include all data provided by INDOT for the TIP. 	 Request four year project list from INDOT Next TIP amendment we will include wording in adopting resolution stating TIP is SAFETEA-LU compliant except for INDOT projects.
	Statewide Transportation Improvement Program (STIP) ◆ To be updated every four years or more frequent if Governor so elects (as opposed to the former requirement of every two years). ◆ Span of TIP increased from 3 to 4 years	Develop an approvable STIP with projects/project phases covering four years.	NA	

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
ANNUAL LISTING OF PROJECTS [23 U.S.C. 134/49 U.S.C. 5303(j)(7)(B) and 23 U.S.C. 135/49 U.S.C. 5304(g)(4)(B)]	 New project element to be specifically included (pedestrian walkways and bicycle transportation facilities). 	MPO (with State(s) and public transportation operator(s)) should review existing process for developing the Annual	• The MPO will continue to include the Annual List of obligated projects in the TIP, and it will continue to be available on the web.	
	◆ Added requirement for cooperative development by MPO partners (i.e., State and public transportation operators).	Listing. • Publish list identifying all bicycle/pedestria n projects for which Federal funds were obligated in the preceding program year.	Additional Compliance Actions: • The MPO will create a separate Annual List of obligated projects that will also note the bicycle/pedestrian projects that used federal funds. • The Annual List will be distributed throughout the community and made available on the APC web page.	- Create annual list of projects and make available on the web and as a separate brochure

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
METROPOLITAN AND STATEWINE	◆ Added a new stand-alone factor	1. Review current safety goals,	MET (in part) 1. The MPO reviewed and	
AND STATEWIDE TRANSPORTATION PLANNING	"increase the safety of the transportation	objectives, performance measures, and	modified its transportation related goals and objectives in 2005.	
FACTORS [23 U.S.C. 134/49 U.S.C. 5303(h)(1) and 23 U.S.C. 135/49 U.S.C. 5304(d)(1)]	system for motorized and non-motorized users."	strategies. 2. Ensure that adequate safety data are available to support development of a safety element in	2. The MPO will continue its strong program supporting safety related data (e.g.; crash summaries, hot spot maps, traffic volume counts).	
		statewide and metropolitan transportation plans. 3. Ensure outreach to and input from safety stakeholders.	3. The MPO will continue to seek input from a cross section of transportation stakeholders, including safety related stakeholders.	
		4. Incorporate the State Highway Safety Plan element into statewide and metropolitan	Additional Compliance Actions: The MPO will amend its Transportation Plan prior to July 1, 2007 to: 1. Include the results of a	1. Review existing goals and objectives, and document any safety related areas needing additional attention.
		transportation plans (for metropolitan transportation plans, use the portion of the	broader review of goals, objectives, performance measures, and strategies that relate to safety.	4. Incorporate SHSP by reference in amendment to Trans. Plan.
		SHSP related to the MPO region). 5. Incorporate the transit System Safety Program Plan (if	4. Incorporate the SHSP by reference.	5. Document and incorporate what type(s) of safety plan GLPTC has.6. Review existing project selection criteria, review criteria from other
		available) into statewide and metropolitan transportation plans.	5. Incorporate transit safety plans (if available).	MPOs, and develop non-point system for assessing projects. <i>Input by TTC</i> .
		6. Review TIP/STIP project selection criteria to ensure they reflect safety	6. The MPO will review the TIP project selection criteria to ensure they reflect MPO's safety priorities. The MPO will document that the	

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
	♦ Added a new stand-alone factor "increase the security of the transportation system for motorized and non-motorized users."	 Review current statewide and metropolitan transportation plans for emergency planning/security elements. Define the role of the public transportation operators/MPO/State in promoting security (e.g., review State/local legislation for roles and responsibilities). Identify critical facilities and transportation system elements (e.g., transit system, rails, ports, Interstate system, NHS routes, and STRAHNET routes). Develop security goals and appropriate strategies (this may be an important role for MPOs and/or States that are near or on the Mexico/Canada borders). 	Additional Compliance Actions: The MPO will amend its Transportation Plan to: 1. Review and document its transportation plans for emergency planning/security issues. 2. Document elements of the Multi Hazard for Tippecanoe County, completed in 2006 by the MPO, where the MPO's support role was established in cooperation with the Tippecanoe County Emergency Management Agency (TEMA). 3. The MPO will expand the Multi Hazard Mitigation Plan Critical Facilities map to include any missing transportation related critical infrastructure. 4. Include security goals.	 Review and document current and past Trans. Plans for emergency planning or security strategies. Summarize Multi Hazard Mitigation Plan and our role. Inventory Transportation related critical infrastructure and modify Critical Facilities map. Develop Security Goals - emphasizing our support role.

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
	◆ Expanded the environmental factor by adding the phrase "promote consistency of transportation plan and transportation improvements with State and local planned growth and economic development patterns."	 MPOs/State DOTs review current process to coordinate transportation and land use/economic development planning. Where needed, consider methods to improve or expand coordination. Identify implementation timeframes. Include appropriate activities in statewide/metropo litan transportation planning work programs, as well as in MPO Participation Plans. 	• The MPO is also the local land use planning agency for the community and will continue to coordinate transportation and land use/economic development planning.	

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
FISCAL CONSTRAINT [23 U.S.C. 134/49 U.S.C. 5303(i)(2)(C); (j)(1)(C); (j)(2)(B); and (j)(3)(D) and 23 U.S.C. 135/49 U.S.C. 5304(f)(5); (g)(4)(E); and (g)(4)(F)]	◆ No significant changes in SAFETEA-LU.	 Review and reaffirm fiscal constraint of transportation plans and programs as they are updated or amended. Confirm revenues and costs related to system operations and maintenance activities covered in transportation plans and programs. 	 MET (in part) The current TIP and	 Review and reaffirm fiscal constrain of Trans. Plan when next amended. Review and reaffirm fiscal constraint of TIP when next amended. Obtain, review, and document local O&M costs and revenues. <i>Input by:</i> Laf., W.L., and Co.

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
ENVIRONMENTAL MITIGATION ACTIVITIES [23 U.S.C. 134/49	 Metropolitan and statewide transportation plans shall include "discussion" of environmental mitigation activities. This "discussion" shall be developed with 	1. Metropolitan and statewide transportation plans must include a generalized discussion of potential mitigation activities (at the policy/ strategy-level, not project-	Additional Compliance Actions: The MPO will amend its Transportation Plan to: 1. Include a discussion of the environmental oriented goals and objectives in the Comprehensive Plan.	Review and summarize existing environmental G&O, and specifically adopt the Avoid-Minimize-Mitigate strategy. <i>Input by:TTC</i> Obtain existing conservation plans,
	Federal, State, and Tribal wildlife, land management, and regulatory agencies.	specific). 2. Compare transportation plans with available State conservation plans, maps, and inventories.	alignment roads to available conservation plans, maps and inventories.	maps and inventories and compare with Trans. Plan

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
	 Consultation with non-metropolitan local officials and Tribal governments in the development of the long-range statewide transportation plan and STIP. MPOs and State DOTs shall consult with local/State land use management, natural resource, historic and other agencies in the development of transportation plans. 	 Continuing consultation with partners (i.e., State, MPOs, nonmetropolitan local officials, and Tribal government) [no change]. Compare transportation plans with available conservation plans and maps and/or compare with available inventories of historic or natural resources. 	 MET (in part) The MPO will continue its cooperative relationship with local and state agencies and organization, including those not directly related to transportation. Additional Compliance Actions: The MPO will update its Transportation Plan and compare recommended new alignment roads to available conservation, historic, and natural resources plans, maps, and inventories. 	- Obtain existing conservation plans, maps and inventories and compare with Trans. Plan

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
AIR QUALITY CONFORMITY [23 U.S.C. 134(i)(3)]	 Requirement to determine conformity is now every four years (instead of every three years). Allowance of a 1 year "grace period" before conformity lapse (in certain instances) 	Determine conformity on a SAFETEA-LU compliant transportation plan and TIP (beginning on and after July 1, 2007).	·NA	
PUBLIC TRANSIT ELEMENT	◆ Coordinated Public Transit- Human Services Transportation Plan (per 49 U.S.C. 5310, 5316, and 5317).	 Entity responsible for developing the Coordinated Public Transit-Human Services Transportation Plan is not defined in SAFETEA-LU. Solicitation for projects from plan to be done in cooperation with MPO 	Additional Compliance Actions: • The MPO will work with the local public transit operator and other human service transit providers to develop a Coordinated Transit Services Plan.	- In conjunction with local providers develop CTSP. Input by: GLPTC, Area 4, County Council on Aging.

Statutory Planning and Programming Requirements	Key Changes Between ISTEA/TEA-21 and SAFETEA-LU	Potential SAFETEA-LU "Closing the Gap" Steps	Status	Tasks/Scope
TRANSPORTATION FACILITIES [23 U.S.C. 134/49 U.S.C. 5303(i)(2)(D);23 U.S.C. 134/49 U.S.C. 5303(k)(3); 23 U.S.C. 135/49 U.S.C. 5304(f)(7); and 23 U.S.C. 135/49 U.S.C. 5304(i)]	♦ Operations and management strategies in metropolitan transportation plans and long-range statewide transportation plans.	 Determine if the current transportation plan adequately address operations and management strategies (for both the transit and highway network). Develop/confirm performance measures for the transportation system operations and management, with the focus on mobility and safety. Consider and develop strategies and costs (capital and operational investment) to preserve the existing transportation system. 	Additional Compliance Actions: 1. The MPO will determine if the current Transportation Plan adequately addresses operations and management strategies. 2/3. The MPO will amend the Transportation Plan to include the local jurisdictions' policies, strategies, and costs for preserving existing transportation infrastructure.	 Review and document Trans. Plan operations and maintenance strategies and performance measures and amend Transportation Plan if needed. 2/3. Obtain, review, and document local O&M costs and revenues, as well as policies, strategies for preserving the Trans. System if needed. <i>Input by: Laf., W.L., and Co.</i>

Statutory Planning and Key Changes Bett	veen Potential SAFETEA-LU	Status	Tasks/Scope
Programming ISTEA/TEA-21 a	nd "Closing the Gap"		·
Requirements SAFETEA-LU	Steps		
◆ Congestion	• Review the	·NA	
Management	existing CMS and		
Process in	its application		
Transportatio			
Management	planning process		
Areas (former known as	-		
Congestion	metropolitan transportation		
Management	plan(s).		
System (CMS			
ISTEA/TEA-			
	regulations to		
	ensure		
	consistency with		
	the SAFETEA-		
	LU revised		
	statutory		
	language on the		
	Congestion		
	Management		
	Process.		
	 Identify 		
	operations		
	partners (e.g.,		
	traffic operations		
	centers, ITS, and		
	traffic engineers).		
	Identify travel		
	demand reduction		
	and operation		
	management		
	strategies to be		
	implemented.Work with		
	partners to develop projects,		
	priorities and		
	schedule for		
	implementation.		

◆ Definition of • State DOTs and MET	
	Create Public Involvement Plan. Input o: CPC & TTC